

W. A. Fink

MERRILL'S

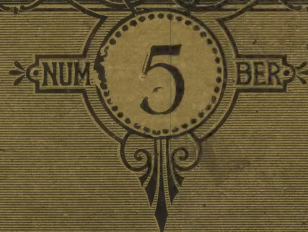


Permanence

STANDARD SERIES

MAYNARD, MERRILL, & CO.

New York



KBS

AUTHOR'S INTRODUCTION.

The primary object which the author has had in mind in the preparation of this series of Copy-Books, has been to present a course of carefully graded copies, with such simple and essential rules and principles as the average pupil can readily comprehend and apply, and by means of which, with study and practice, he may acquire an easy, rapid and legible style of writing.

In the course of many years' experience as an instructor of penmanship, he has observed that the minute and complicated analysis, and the multiplicity of rules, which have characterized the heretofore accepted systems of instruction, have tended in a marked degree to produce an awkward, unnatural, and mechanical style of writing. But while he recognizes the essential truth of the maxim, "The way to learn writing is to write," he would impress upon teachers the importance of insisting from the very first upon the observance of certain fundamental rules and principles which are here presented. (See the third page of this cover.)

Nearly every series of Copy-Books which has come under the notice of the author has been so graded that pupils are compelled to write through three or four books, drilling only upon single letters or disconnected words. It thus happens that a very considerable number of children whose school privileges are unfortunately limited, are compelled to leave school without ever having been permitted to write a single complete sentence. He believes that the introduction of short, simple sentences early in the course will commend itself to every intelligent person.

Teachers familiar with the stereotyped copies which have been in vogue since writing books with printed forms were first published, have been exasperated by the absurd combination of words without sense, upon which pupils have been required to drill. Believing that the pupil will learn to write by writing sense quite as well as by writing nonsense, the author has endeavored to introduce sentences which while affording

the most suitable examples for drill, will at the same time convey to the pupil thoughts and facts in which he can feel an intelligent interest, and which will in this way become a permanent possession of his mind.

The author gratefully acknowledges his indebtedness to many teachers in New York City and elsewhere, for valuable suggestions received from them during the preparation of these books.



HOW TO HOLD THE PEN.

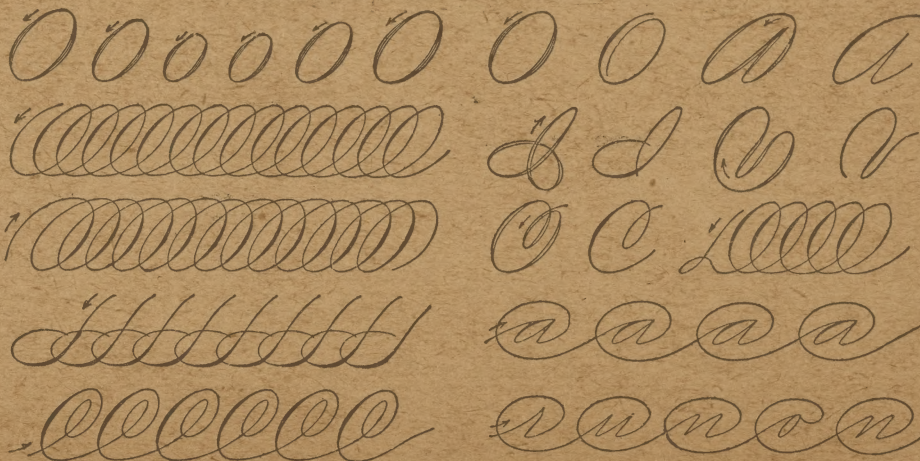
The pen-holder should be held lightly between the thumb and second finger, the point of contact being near the upper corner of the nail of each. The first finger should rest easily upon the top of the pen-holder, and the end of the thumb should come nearly opposite the first joint of this finger. The third and fourth fingers should be turned under toward the hollow of the hand, far enough to permit the ends of the nails to touch the paper as the hand slides to the right across the page.

The hand should be turned slightly toward the right, and the pen-holder should point in the direction of the right shoulder.

The following marks used in correcting errors on the printed page may be found in the appendix to almost every dictionary. The following are some which may be conveniently used in marking errors in writing:

- × To mark a badly formed letter.
- = To indicate that letters or words are not in line.
- × To indicate too little space.
- To indicate too much space.

EXERCISES FOR MOVEMENT DRILL.



[illegible]

3
Como is the name of a beautiful lake in Italy.

Como is the name of a beautiful lake in Italy

Como is the name of a beautiful lake in Italy

Como is the name of a beautiful lake in Italy

Como is the name of a beautiful lake in Italy

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Como is the name of a beautiful lake in Italy

4
Demosthenes, the Grecian orator, died B.C. 322.

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5
Edward Everett, born in Mass. April 11, 1794.

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Edward Everett born in Mass. April 11, 1794.

Florida. the most southern state in the Union.

Florida, the most southern state in the Union.

Florida, the most southern state in the Union.

Florida, the most southern state in the Union.

Florida, the most southern state in the Union.

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Florida, the most southern state in the Union.

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Gold was discovered in California in the year 1848.

Gold was discovered in California in the year 1848.

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Gold was discovered in California in the year 1848.

Gold was discovered in California in the year 1848.

Havana: the greatest sugar market in the world.

Havana; the greatest sugar market in the world.

Havana, the greatest sugar market in the world.

Havana, the greatest sugar market in the world.

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Jerusalem was the capital of ancient Judea.

Jerusalem was the capital of ancient Judea.

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Jerusalem was the capital of ancient Judea.

Kansas was admitted to the Union in 1861. X.

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Kansas was admitted to the Union in 1861. X.

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Kansas was admitted to the Union in 1861. X.

Kansas was admitted to the Union in 1861. X.

Kansas was admitted to the Union in 1861. X.

Lincoln was the sixteenth president of the U.S.

[illegible]

Mammoth Cave is the largest cave in the world.

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Numeration is the art of reading numbers

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O'Connell, the famous Irish orator, died in 1847.

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O'Connell, the famous Irish orator, died in 1847.

O'Connell, the famous Irish orator, died in 1842.

O'Connell, the famous Irish orator, died in 1847.

O'Connell, the famous Irish orator, died in 1842

Connell, the famous Irish orator, died in 1842.

O'Connell, the famous Irish orator died in 1842.

O'Connell, the famous Irish orator died in 1843

O'Connell, the famous Irish orator died in 1847

O'Connell, the famous Irish orator died in 1842

O'Connell, the famous Irish orator died in 1842

Connell, the famous Irish orator died in 1842

O'Connell, the famous Irish orator died in 1847

Pharaoh, the title applied to the kings of Egypt

Pharaoh, the title applied to the kings of Egypt

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Pharaoh, the title applied to the kings of Egypt.

Quito. the capital of the republic of Ecuador.

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Quito, the capital of the republic of Ecuador.

Raphael, the celebrated painter, was born 1483.

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Schiller, the great German poet, died in 1805.

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Schiller, the great German poet died in 1805.

19
Twenty-four sheets of paper make one quire.

Twenty-four sheets of paper make one quire
Twenty-four sheets of paper make one quire
Twenty-four sheets of paper make one quire
Twenty-four sheets of paper make one quire
Twenty-four sheets of paper make one quire.
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Twenty-four sheets of paper make one quire.
Twenty-four sheets of paper make one quire
Twenty-four sheets of paper make one quire.
Twenty-four sheets of paper make one quire

Usury is the term applied to illegal interest. \$

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Usury is the term applied to illegal interest. \$.

Usury is the term applied to illegal interest. \$

Usury is the terms applied to illegal interest. \$

Usury is the term applied to illegal interest. \$

21
Virgil was the most illustrious Latin poet.

Virgil was the most illustrious Latin poet.

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Virgil was the most illustrious Latin poet.

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Virgil was the most illustrious Latin poet.

Whalebone is found in the mouth of the whale.

Whalebone is found in the mouth of the whale.

Whalebone is found in the mouth of the whale.

Whalebone is found in the mouth of the whale.

Whalebone is found in the mouth of the whale.

Whalebone is found in the mouth of the whale.

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Whalebone is found in the mouth of the whale.

Whalebone is found in the mouth of the whale.

Whalebone is found in the mouth of the whale.

Whalebone is found in the mouth of the whale.

Yew trees are said to live several centuries.

Yew trees are said to live several centuries.

Yew trees are said to live several centuries.

Yew trees are said to live several centuries.

Yew trees are said to live several centuries.

Yew trees are said to live several centuries.

Yew trees are said to live several centuries.

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Yew trees are said to live several centuries.

Yew trees are said to live several centuries.

Yew trees are said to live several centuries.

Yew trees are said to live several centuries.

Yew trees are said to live several centuries.

Zululand is in the southern part of Africa
Zululand is in the southern part of Africa.
Zululand is in the southern part of Africa.
Zululand is in the southern part of Africa
Zululand. is in the southern part of Africa
Zululand is in the southern part of Africa
Zululand is in the southern part of Africa
Zululand is in the southern part of Africa
Zululand is in the southern part of Africa
Zululand is in the southern part of Africa
Zululand is in the southern part of Africa;
Zululand is in the southern part of Africa.
Zululand is in the southern part of Africa

RULES AND PRINCIPLES ILLUSTRATED BY THE CHART.

The three elements of which all the letters of the script alphabet are composed are the straight line, the right curve, and the left curve.

The writing staff consists theoretically of six equidistant parallel lines and five spaces. The line, real or imaginary, on which the small letters rest, is called the **base-line**. The first line above it is called the **head-line**. The unit for the measurement of letters is called a **space**. The height and width of a **space** is the same as the vertical height of the letter *u*.

The small letters may be classified in three groups as follows:

Short-letters, Stem-letters, and Loop-letters.

Observe that the short letters (with the exception of *s* and *r*, which are one-fourth higher) are exactly one space in height. The relative proportions of the other small letters and of the capitals are sufficiently indicated by the chart.

Position.—The pupil should sit with his feet level on the floor, his body inclined slightly towards his desk but not leaning on it.

The right arm should be extended at right angles to the horizontal lines of the book, resting easily on the muscles of the fore-arm, the wrist not touching the desk.

It is always desirable that the light should fall over the left rather than over the right shoulder.

Movement.—The three principal movements with which the pupil should be made acquainted, are:

The Finger Movement, which is made by expanding and contracting the thumb and first two fingers, and is used in writing the extended letters;

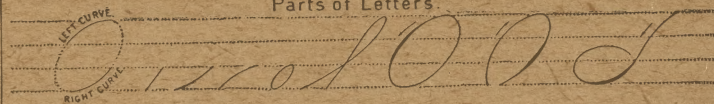
The Fore-arm Movement, which is made by resting the fore-arm easily on the muscles below the elbow, and by relaxing and contracting the muscles, moving the fore-arm and hand, the latter resting on the nails of the third and fourth fingers, obliquely and laterally across the page;

The Whole-arm Movement, which is made by the action of the whole arm without support except on the third and fourth fingers of the hand. This movement is used in striking large capitals and in flourishing.

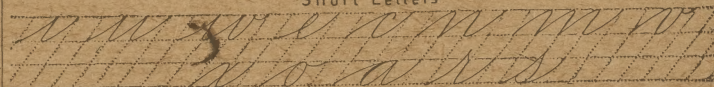
The most successful results can be obtained only by a combination of the Finger and Fore-arm movement.

CONDENSED CHART.

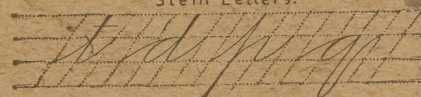
Parts of Letters.



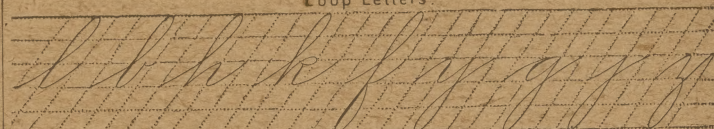
Short Letters



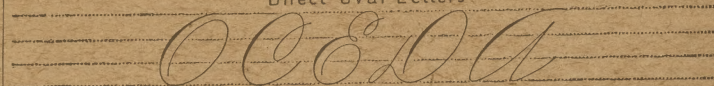
Stem Letters.



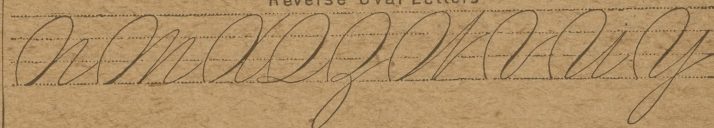
Loop Letters.



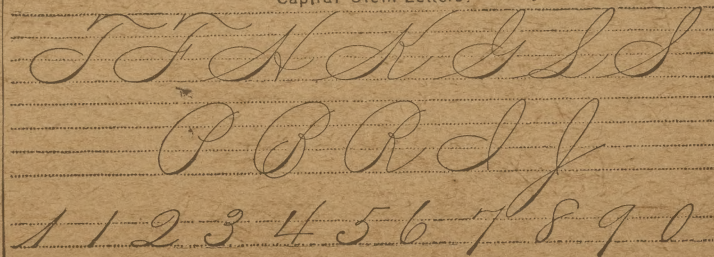
Direct Oval Letters



Reverse Oval Letters



Capital Stem Letters.

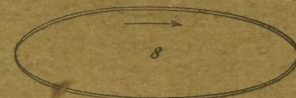
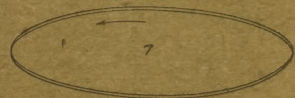


MERRILL'S PENMANSHIP. MOVEMENT-DRILL EXERCISES.

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The object of these exercises is to aid the pupil in acquiring a free-arm movement. The numbered exercises (1 to 10) are to be performed with the fore-arm only, the fingers remaining stiff and the movement of the wrist being the same as that of the pen. The unnumbered exercises are to be performed with a combination of the finger and fore-arm movement. All capital letters should be made with the arm, and small letters with the combination movement.

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